



SPECIAL NOTICE

Public Participation Accessibility for the City Council meeting scheduled for **April 20, 2021**.

Pursuant to Executive Order N-29-20, executed by the Governor of California on March 17, 2020, and as a response to mitigating the spread of Coronavirus known as COVID-19, the meeting of the City Council scheduled for **Tuesday, April 20, 2021 at 5:00 p.m.** will allow members of the public to participate and address the City Council during the open session of the meeting via live stream and/or teleconference only. Below are the ways to participate:

View the City Council meeting live stream:

- YouTube Channel <https://www.youtube.com/user/cityofparamount>
- Spectrum Cable TV Channel 36

Listen to the City Council meeting (audio only):

- Call (503) 300-6827 Conference Code: 986492

Members of the public wanting to address the City Council, either during public comments or for a specific agenda item, or both, may do so by the following methods:

- E-mail: crequest@paramountcity.com
- Teleconference: (562) 220-2225

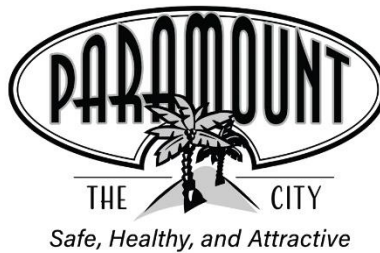
In order to effectively accommodate public participation, participants are encouraged to provide their public comments via e-mail before **5:00 p.m. on Tuesday, April 20, 2021**. The e-mail must specify the following information: 1) Full Name; 2) City of Residence; 3) Phone Number; 4) Public Comment or Agenda Item No; 5) Subject; 6) Written Comments. Comments related to a specific agenda item must be received before the item is considered and will be provided to the City Council accordingly as they are received.

Participants wishing to address the City Council by teleconference should call City Hall at **(562) 220-2225** and provide the following information: 1) Full Name; 2) City of Residence; 3) Phone Number; 4) Public Comment or Agenda Item No; 5) Subject.

Teleconference participants will be logged in, placed in a queue and called back during the City Council meeting on speaker phone to provide their comments. Persons speaking and written comments are limited to a maximum of three minutes unless an extension is granted. Please be mindful that the teleconference will be recorded as any other person is recorded when appearing before the City Council, and all other rules of procedure and decorum will apply when addressing the City Council by teleconference.

AGENDA

Paramount City Council
April 20, 2021



Adjourned Meeting
City Hall Council Chambers
5:00 p.m.

City of Paramount

16400 Colorado Avenue ♦ Paramount, CA 90723 ♦ (562) 220-2000 ♦ www.paramountcity.com

Public Comments: See Special Notice. Persons are limited to a maximum of 3 minutes unless an extension of time is granted. No action may be taken on items not on the agenda except as provided by law.

Americans with Disabilities Act: In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk's office at (562) 220-2027 at least 48 hours prior to the meeting to enable the City to make reasonable arrangements to ensure accessibility to this meeting.

Note: Agenda items are on file in the City Clerk's office and are available for public inspection during normal business hours. Materials related to an item on this Agenda submitted after distribution of the agenda packet are also available for public inspection during normal business hours in the City Clerk's office. The office of the City Clerk is located at City Hall, 16400 Colorado Avenue, Paramount.

Notes

CALL TO ORDER:

Mayor Brenda Olmos

ROLL CALL OF
COUNCILMEMBERS:

Councilmember Isabel Aguayo
Councilmember Laurie Guillen
Councilmember Peggy Lemons
Vice Mayor Vilma Cuellar Stallings
Mayor Brenda Olmos

CITY COUNCIL PUBLIC COMMENT UPDATES

PUBLIC COMMENTS

CONSENT CALENDAR

All items under the Consent Calendar may be enacted by one motion. Any item may be removed from the Consent Calendar and acted upon separately by the City Council.

- | | |
|--|---|
| 1. <u>ACCEPTANCE OF WORK</u> | Construction of the Ralph C. Dills Park Mini Pitch Soccer Court Concrete Slab (City Project No. 9150) |
|--|---|

OLD BUSINESS

- | | |
|---|---|
| 2. <u>CONSIDERATION</u> | Review of Future Community Garden Development Options |
| 3. <u>ORAL REPORT</u> | Commercial Sign Regulations |

NEW BUSINESS

- | | |
|---|---|
| 4. <u>AWARD OF CONTRACT</u> | Housing Rehabilitation Construction Services at 6506 San Luis Street |
| 5. <u>RECEIVE AND FILE</u> | Proposed Park Shelter and Picnic Area Rental Procedures |
| 6. <u>APPROVAL</u> | Appropriation of Additional Funds for Communications Professional Services |
| 7. <u>APPROVAL</u> | Authorization to Execute a Memorandum of Understanding Between the City of Paramount, the California Urban Forests Council, and West Coast Arborists, Inc., Regarding the Circle 4 – Amplify Urban Forest Project |
| 8. <u>AWARD OF CONTRACT</u> | Replacement of Air Conditioning Units at Progress Park Plaza and Associated Budget Adjustment (City Project No. 9178) |
| 9. <u>AWARD OF CONTRACT</u> | Replacement of Electrical Vault at Spane Park and Associated Budget Adjustment |
| 10. <u>APPROVAL</u> | Appointment of City Commissioners |
| 11. <u>APPROVAL</u> | Mayor's Appointments |

COMMENTS/COMMITTEE REPORTS

- Councilmembers
- Staff

ADJOURNMENT

To a meeting on May 4, 2021 at 6:00 p.m.

City Council Public Comment Updates

April 20, 2021

From the April 6, 2021 City Council Meeting:

Resident	Request/Issue/Concern	Action/Comment
Gerald Cerda	<p>Would like more information regarding the incident where a body was discovered inside the L.A. River, adjacent to Dills Park.</p> <p>Requests that the City add lighting at Dills Park, and work with other agencies to explore adding lighting on the bridges over the L.A. River adjacent to the Park.</p>	<p>The incident involving a deceased individual inside the L.A. River adjacent to Dills Park that occurred on March 29, 2021 is still under investigation by the Sheriff's Department and details cannot be released.</p> <p>The Public Works Department will assess the lighting configuration at Dills Park and the adjacent bridge to determine if additional lighting is feasible. Staff will contact Mr. Cerda to inform him of progress of this assessment.</p>
Nita Juhasz	<p>Claims that the City is targeting her over parking citations.</p>	<p>Public Safety Director Adriana Lopez spoke with Ms. Juhasz on multiple occasions regarding her concerns of this issue. Staff has explained to Ms. Juhasz that the overall parking enforcement calls in her neighborhood have increased dramatically this year. Staff sent a letter to all residents in that neighborhood educating them on parking etiquette and the City's parking laws.</p>

APRIL 20, 2021

ACCEPTANCE OF WORK

DILLS PARK MINI PITCH COURT (CITY PROJECT NO. 9150)

MOTION IN ORDER:

ACCEPT THE WORK PERFORMED BY C.S. LEGACY CONSTRUCTION,
CHINO, CALIFORNIA, FOR THE DILLS PARK MINI PITCH COURT
IMPROVEMENTS PROJECT AND AUTHORIZE PAYMENT OF THE
RETENTION.

MOTION:

MOVED BY: _____

SECONDED BY: _____

[] APPROVED

[] DENIED

ROLL CALL VOTE:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____



To: Honorable City Council
From: John Moreno, City Manager
By: Adriana Figueroa, Public Works Director
Date: April 20, 2021

**Subject: ACCEPTANCE OF WORK FOR THE DILLS PARK MINI PITCH COURT
(CITY PROJECT NO. 9150)**

The work performed under this contract has been inspected under the supervision of the Public Works Director, in conformance with Section 6-8 of the Standard Specifications for Public Works Construction.

The project was completed on January 11, 2021, and the Notice of Completion will be filed with the Los Angeles County Recorder's office after approval by the City Council. The contract retention of \$5,766.99 will be held for thirty-five (35) days from that date.

The final construction cost is \$115,339.96.

RECOMMENDED ACTION

It is recommended that the City Council accept the work performed by C.S. Legacy Construction, Chino, California, for the Dills Park Mini Pitch Court improvements project and authorize payment of the remaining retention.

APRIL 20, 2021

REVIEW OF FUTURE COMMUNITY GARDEN DEVELOPMENT OPTIONS

MOTION IN ORDER:

DIRECT STAFF TO PURSUE A LEASE WITH SCE FOR A COMMUNITY GARDEN, DEVELOP COSTS FOR DESIGN AND CONSTRUCTION OF COMMUNITY GARDENS AT THE SCE PROPERTY AND ALL AMERICAN PARK, INCLUDE THESE COSTS IN THE PROPOSED FISCAL YEAR 2022 BUDGET; AND TO REVISE CURRENT GARDENING POLICIES FOR THE ORANGE CORTLAND GARDEN TO RESTRICT USE TO ONE GARDEN PLOT PER RESIDENT.

MOTION:

MOVED BY: _____

SECONDED BY: _____

☐ APPROVED

☐ DENIED

ROLL CALL VOTE:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____



To: Honorable City Council
From: John Moreno, City Manager
By: David Johnson, Community Services & Recreation Director
Date: April 20, 2021

Subject: REVIEW OF FUTURE COMMUNITY GARDEN DEVELOPMENT OPTIONS

Background

At the February 2, 2021 City Council meeting, staff reviewed the background and current status of Paramount's community garden program. Staff was instructed to return with an analysis of current gardening options and opportunities to expand the City's community garden program to additional sites and to assess the viability of community gardens at these sites.

Community Garden Survey

We surveyed the following local area cities to determine which cities operate community gardens on city owned or leased properties: Lakewood, Long Beach, South Gate, Bellflower, Norwalk, Compton, and Downey. Only Lakewood and Long Beach had community gardens operating on city owned or leased properties, though there may be privately operated gardens in each of these cities that are not affiliated with the city. The City of Long Beach, in particular, has a very active non-profit community garden program that operates on privately-owned land. What staff was able to identify from the information from Long Beach and Lakewood is that the typical garden plots in these cities range in size from 100-150 square feet with a resident typically able to garden only one plot. The City of Lakewood leases land from Southern California Edison (SCE) for its community garden and has 323 garden plots available for use. The City of Long Beach leases four (4) city-owned properties to the non-profit organization Long Beach Organic and one (1) property to the Long Beach Community Garden Association.

Current Gardening Opportunities in Paramount

1. Orange/Cortland - As previously identified, the City's only general community garden is at the Orange/Cortland site on SCE property. It consists of 56 plots that allow each gardener to lease two (2) plots, which is typical for each applicant, thus allowing 28 resident gardeners to utilize the garden space. The use fee is \$15 per year for each plot and applicants must be Paramount residents. There is a wait list for this garden which has seen significant movement over the last five years. The oldest application that is currently on the wait list is from February 2020 and there are 14 residents on the current wait list.

The size of each plot at this garden is 14 ft. x 15 ft. or 210 square feet. As each gardener is currently allowed to lease 2 plots, they are able to garden a total of 420 square feet of garden space. Compared to the City of Lakewood's 150 square foot garden plots and the typical 100 square foot plot in Long Beach, our traditional plots at the Orange/Cortland community garden do not seem to be in alignment with current standards of garden size in our area. Any future restrictions on plot size at this garden could consist of limiting access to only one current-size 210 square foot plot or to completely reconfigure the plot sizes to increase the number of total plots available.

2. Home Gardening – Under current guidelines, Paramount residents can garden in their backyards and their front yards with restrictions.
3. STAR Student Garden – The student garden at the back of Progress Park was created using the City's After School Education & Safety (ASES) grant funds and is used by the after school STAR students at Jefferson School. At the previous City Council meeting, there was a question as to whether or not this garden could be made available as a community garden. After reviewing this question with ASES program staff, it was determined that it is possible to revert this garden to general community use if the City reimburses the ASES grant the funds used to construct the garden. This can be done for the entire garden at the full cost of construction, or partially for sections of the garden and their corresponding costs. Should the City Council be interested in exploring this proposal, the cost would need to be researched and confirmed and approved by the state ASES grants office.

New Garden Opportunities

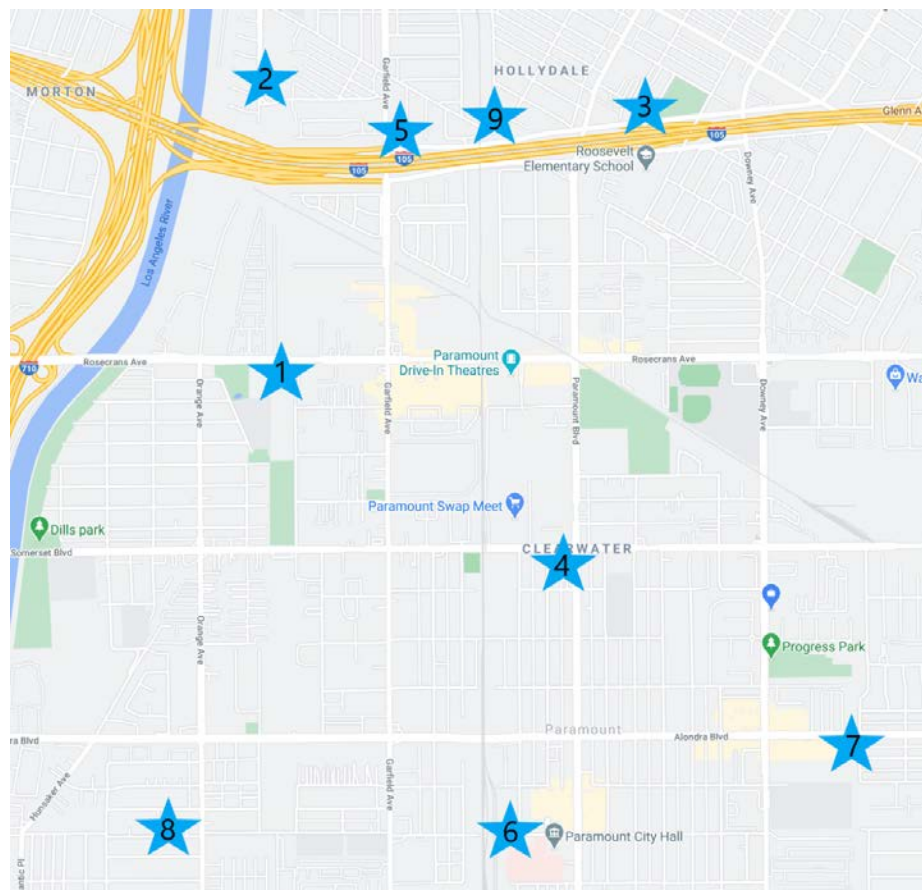
Any new community garden, to be viable, requires the following elements:

1. An appropriate sized lot to allow for multiple potential garden plots and safe access.
2. A location that is non-industrial to avoid any potential costly soil testing and remediation expenses.
3. A location with appropriate soil type and requirements.
4. A location that is not otherwise desirable for commercial or residential development.
5. A location that has appropriate sun exposure for 6-8 hours a day with no building obstructions that create shade.
6. Access to potable water.
7. A location that provides vehicle access for maintenance purposes.
8. Available parking for garden users.

After reviewing a list of known vacant lots, we have developed the following list of potential properties that could be used to create community gardens:

1. SCE Property off Rosecrans Ave, north of Salud Park
2. SCE Property on Orange Ave. setback between Cortland Ave. and Century Blvd, north of existing garden.
3. All-American Park – unused corner at Golden and Orizaba
4. Private Property - pocket park at the SW corner of Somerset Blvd. and Colorado Ave.
5. Private Property - 13724 Garfield Ave. (owned by Amapola)
6. Private Property - 16247 Vermont property (across from Town Center Terrace)
7. Private Property - 8648 Alondra Blvd. (adjacent to Stater Bros.)
8. Private Property - 6769/6701 72nd St.
9. Century Blvd./Industrial Ave.

A map of the potential properties has been provided below for your review.



The SCE sites are the most viable sites for new community garden sites. However, the lease fees for these sites is unknown but would hopefully be similar to the annual lease rates we pay SCE for Salud Park which is currently \$5,100 per year. However, it is very possible that SCE will charge a much higher lease for this type of use. Additionally, parking would have to be constructed for both sites and potable water accessibility would have to be determined. The SCE site on Orange would also require a survey of the adjacent neighborhood to determine their thoughts on having a large community

garden constructed in their neighborhood which would change the current open view of the area from their neighborhood.

City park sites are not the best option for a community garden given our overall lack of park space in general for park uses throughout the City. However, there is an unused portion at the corner of Golden Avenue and Orizaba Avenue at All-American Park that could be used to support a small community garden. This site could support a more informal garden space that employs 10 gallon waterproof grow bags that are filled with soil and allows you to grow vegetables in a confined space.

The private properties are the most difficult options to convert to community gardens. First, most of these properties are within or adjacent to the manufacturing zone of the City and are better suited to a future development. Additionally, the lease or purchase cost of these properties may be cost-prohibitive. Lastly, if the property is leased, we would risk losing the community garden should the property owner decide to sell; uprooting an entire community garden could prove problematic.

Staff believes the best options are to:

1. Pursue a lease of the SCE property off Rosecrans which will allow the development of a large community garden that will offer 100-150 square foot plots, parking, ADA accessibility, dedicated plots for youth organizations (e.g., Girls Scouts) and families with special needs children, and raised plots for our senior population.
2. Restrict the lease of garden plots at the current Orange/Cortland site to only 1 plot per applicant/family.
3. Construct a small neighborhood garden at All-American Park with limited plot size to encourage vertical gardening and use of vegetable grow bags.

RECOMMENDED ACTION

It is recommended that the City Council direct staff to pursue a lease with SCE for a community garden; develop costs for design and construction of community gardens at the SCE property and All-American Park, include these costs in the proposed Fiscal Year 2022 Budget; and revise current gardening policies for the Orange Cortland garden to restrict use to one garden plot per resident.

APRIL 20, 2021

ORAL REPORT

COMMERCIAL SIGN REGULATIONS



To: Honorable City Council

From: John Moreno, City Manager

By: John Carver, Planning Director
John King, AICP, Assistant Planning Director

Date: April 20, 2021

Subject: ORAL REPORT – COMMERCIAL SIGN REGULATIONS

On November 3, 2020, the City Council reviewed Ordinance No. 1140 (Introduction), approving Zoning Ordinance Text Amendment No. 18 to allow digital pricing on service station monument signs. During the discussion, the City Council requested staff return with a broader summary of regulations for various sign types.

This oral report will summarize existing sign regulations in commercial areas, including the Central Business District. As the City Council most recently adopted a comprehensive update to the sign ordinance in 2012, the staff report from May 1, 2012 is included for reference.



To: Honorable City Council

From: Linda Benedetti-Leal

By: Joe Perez/John King

Date: May 1, 2012

Subject: Ordinance No. 1036: Municipal Code Amendment – Commercial Sign Regulations

Background

This item is a request to amend Chapter 44 of the Paramount Municipal Code regarding sign regulations in commercial zones and the Central Business District. As you may recall, property owners and business owners in recent months have expressed concerns that existing sign regulations limit business signage visibility. In response, the City Council directed us to evaluate existing sign standards and explore options to update our sign regulations.

Based on the results of a survey of a wide range of cities, the City Council reviewed proposed changes to existing sign regulations in the C-3 (General Commercial) zone, C-M (Commercial-Manufacturing) zone, and Central Business District at its January 17, 2012 study session, and the Council provided additional feedback about feather flags at its March 20, 2012 meeting. The Planning Commission, at its April 10, 2012 meeting, reviewed a proposed ordinance containing the changes requested by the City Council, and recommended approval. The proposed ordinance is attached, and changes to the existing regulations are indicated by blue text for reference.

Survey

A total of 30 cities were surveyed for their sign regulations (survey attached). Those surveyed included a cross-section of the Gateway Cities, other subregions in Los Angeles County and Orange County, and five cities in Northern California. Our particular focus was on cities known for innovative policies. This was undertaken with the goal of compiling a list of creative and contemporary regulatory options to help Paramount businesses while maintaining quality signage. Findings of the survey and proposed updates to the Code are included in the discussions below.

Monument Signs

1. Minimum lot size. We require a minimum of 15,000 square feet of lot area for a monument sign to be permitted on a property. Of the 30 cities surveyed, we are the only city with a minimum lot size for a monument sign. The basis for the minimum lot size requirement was to prevent an over-concentration of monument signs along streets with narrow lots.

Proposed Code Amendment

- Eliminates the minimum lot size requirement to allow small monument signs on lots with less than 15,000 square feet; and
- To address possible proliferation of monument signs, introduces a lower maximum height for monument signs on smaller lots and a setback requirement from the front property line. (See item 2, below.)

2. Maximum height. By Code, the maximum height of monument signs is six feet. As this is the most common height amongst the cities we surveyed, keeping the six-foot maximum makes regulatory sense. However, in conjunction with eliminating a minimum lot size requirement, as noted above, we propose capping the height of monument signs to four-feet for properties with less than 15,000 square feet. The City of Brea, as an example of a city with a similar regulation, allows monument signs on all commercially zoned properties, but they have a four-foot maximum monument sign height for sites with less than 100 feet of linear street frontage.

Proposed Code Amendment

- Maintains a six-foot maximum height for most monument signs, but establishes a four-foot maximum height for a sign on a lot area of less than 15,000 square feet.

*Example (see **Attachment A**)*



3. Lines of text. No more than two rows of monument sign text are permitted in Paramount, and amongst the other cities surveyed, only Burbank has a two-row limitation. It should be noted that, in reality, there are multiple monument signs in the City that contain more than two lines of text.

Proposed Code Amendment

- Allows monument signs to advertise a maximum of four tenants on signs under six feet high and a maximum of six tenants on signs six feet high for multi-tenant retail centers.

Awning Signs

The Code is silent about signage on awnings, and we have generally discouraged sign copy on awnings in the City. However, a majority of the surveyed cities allow and regulate awning signs, including canvas and metal types. Most have some form of limitation of advertising on canopies, either by area, height, or section of the canopies, many of which can be divided into the main shed and the valance/flap (the part that hangs vertically from a shed). For example, Whittier permits canopy signs for up to 50% of the valance, and Alhambra allows up to 30% of the valance. Hermosa Beach and La Canada-Flintridge impose an eight-inch maximum height of sign advertising on awnings.

Proposed Code Amendment

- Allows and regulates awning signs;
- Requires awnings to be fabricated of woven fabric or architecturally decorative metal;
- Prohibits vinyl and plastic awnings;
- Limits signage to a logo on no more than 30% of the awning shed;
- Limits text on the valance to eight-inch height and 60% of the length of the valance; and
- Requires awnings to be at least eight feet above grade; for projections above a public sidewalk, requires an approved encroachment permit from the Public Works Department.

Examples (see Attachment B and Attachment C)



Projecting/Bracket Signs

Although the Starbucks on Paramount Boulevard and the Taco Bell/Pizza Hut on Lakewood Boulevard each have a projecting logo sign, our Code does not address projecting signs, which can offer additional marketing visibility to a commercial business. Of the 30 cities we surveyed, 22 allow projecting signs. Most keep the size to a modest scale. For example, six cities only allow a sign to extend out three feet from a building.

Proposed Code Amendment

- Allows and regulates projecting signs;
- Includes design standards to ensure quality material and minimize sign copy;
- Limits height of projecting signs to a second floor window sill in two-story buildings;
- Limits projection of projecting signs to no more than 52 inches from a building surface; and
- Requires projections to be at least eight feet above grade; for projections above a public sidewalk, requires an approved encroachment permit from the Public Works Department.

Examples (see Attachment D and Attachment E)



Portable Signs

Portable signs, such as A-frame signs, are now permitted for up to 20 days in a calendar year through a Special Event Permit and 30 days with a Grand Opening Permit. Several cities allow for portable signs with restrictions on the size, type, and hours of display. We propose permitting portable signs on a more permanent basis, subject to a no-fee review and permit, with similar criteria on private property if pedestrian access is not impeded.

Proposed Code Amendment

- Allows and regulates portable signs on private property;
- Implements a no-fee portable sign permitting process;
- Includes design standards that require well-crafted, weather-resistant material;
- Limits height of portable signs to four feet;
- Limits area of portable signs to 10 square feet per side of each sign;
- Prohibits flags, streamers, balloons, etc. as portable signs;
- Requires portable signs to be displayed only during business hours; and
- Requires a minimum four-foot access width along all walkways.

Examples (see Attachment F)



Creative Sign Program

A growing, cutting-edge city trend is to adopt a Creative Sign Program. Locally, the cities of Glendale, Pasadena, and West Hollywood have implemented Creative Sign Programs, which provide a means to approve unique and imaginative signs that do not fit the typical sign categories through review and approval by a design review board. Examples include signs that literally pop out from a building, painted signs, sculptural signs, neon signs, and larger signs that are still scaled to fit a particular building/site.

Proposed Code Amendment

- Adopts a Creative Sign Program;
- Requires Development Review Board review/approval;
- Requires that the sign complement and enhance the architectural elements of a building and property; and
- Requires that the sign include imagery reflecting current or historic character of Paramount or provide a highly inventive image relating to the business.

*Examples (see **Attachment G**)*



Temporary Advertising – Feather Flags (Attachment H)

In recent months, there has been a proliferation of feather flags, which are temporary advertising flags, often six feet in height or more, that business owners typically install each business day in landscaped planters along street frontages. Additionally, businesses that had displayed one or two feather flags in the past are now placing up to six flags in outdoor public view. As with other temporary advertising devices, businesses can apply to display feather flags up to 20 days in a calendar year with a Special Event Permit or a maximum of 30 calendar days with a Grand Opening Permit. However, our experience is that many businesses neglect to obtain a Special Event/Grand Opening Permit, and we have directed a significant amount of resources to communicate the permitting requirement to property owners and tenants.

The City Council considered feather flag regulations at its March 20, 2012 meeting and directed us to implement a no-fee feather flag permitting process that allows businesses to display feather flags 50 days per year. The days for display will be determined at the business owners' discretion, including blocks of dates and/or single-day periods. In this manner, a business could obtain a permit to display feather flags on 50 separate days distributed throughout a calendar year.

Proposed Code Amendment

- Allows for the display of feather flags for up to 50 days per year with a new no-fee feather flag permit;
- Days of display may be in blocks of dates and/or single-day periods;
- Allows one feather flag per business and a second feather flag for businesses located on a corner suite or a single-pad building; and
- Requires feather flags to be maintained in good condition.

*Examples (see **Attachment H**)*



Environmental Assessment

This project is exempt from the provisions of the California Environmental Quality Act as a Class 5 Categorical Exemption – minor alterations in land use limitations.

Recommended Action

It is recommended that the City Council read by title only, waive further reading, introduce Ordinance No. 1036 amending Chapter 44 of the Paramount Municipal Code, including Sections 44-67(d), 44-69(27.1), and 44-241 regarding sign regulations in the C-3 (General Commercial) zone, C-M (Commercial-Manufacturing) zone, and the Central Business District; and Section 44-104.7 regarding feather flags, and place it on the next regular agenda for adoption.

APRIL 20, 2021

AWARD OF CONTRACT

HOUSING REHABILITATION CONSTRUCTION SERVICES AT 6506 SAN
LUIS STREET

MOTION IN ORDER:

AWARD THE CONTRACT FOR CONSTRUCTION SERVICES TO VV&G
CONSTRUCTION IN THE TOTAL AMOUNT OF \$38,595 FROM FEDERAL
HOME FUNDS FOR CONSTRUCTION SERVICES FOR HOUSING
REHABILITATION AT 6506 SAN LUIS STREET.

MOTION:

MOVED BY: _____

SECONDED BY: _____

[] APPROVED

[] DENIED

ROLL CALL VOTE:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____



To: Honorable City Council
From: John Moreno, City Manager
By: John Carver, Planning Director
Date: April 20, 2021

**Subject: AWARD OF CONTRACT – HOUSING REHABILITATION
CONSTRUCTION SERVICES AT 6506 SAN LUIS STREET**

Background

The City of Paramount's Home Improvement Program is funded with Federal HOME moneys and is intended to provide repairs for owner-occupied, single-family detached dwellings. Grant funds only cover City-approved improvements, and applicants must meet strict guideline criteria as an income qualifying senior or as a low to moderate income household. The City uses HOME funds to provide necessary repairs and correction of deficient construction. The contractor works closely with staff to ensure compliance with the City's building code.

Project Description

This request is for an award of contract for housing rehabilitation construction services at 6506 San Luis Street. The homeowner solicited three construction bids from a bid package prepared by MDG Associates, the City's HOME consultant. VV&G Construction was selected as the lowest qualified bidder. The work to be completed at the residence includes the following: exterior paint, new water heater, and re-roof. Please note the submitted bid amount may differ from the total amount due to line items that were subsequently excluded from the bid at the owner's request. Under the Home Improvement Program the City contributes 80% of the cost, up to \$21,600, and the property owner contributes 20% of the cost.

RECOMMENDED ACTION

It is recommended that the City Council award the contract for construction services to VV&G Construction in the total amount of \$38,595 from Federal HOME funds for construction services for housing rehabilitation at 6506 San Luis Street.

CITY OF PARAMOUNT
Home Improvement Program
Bid Review and Grant/Loan Summary

Huizar, Sergio & Evelyn 6506 San Luis		Bid Breakdown			
		VV&G	Cal Home	Bashford	
1	Water Heater	1,600.00	2,050.00	2,046.00	
2	Windows (Dwelling) RETROFIT				
3	Color Coat-Dwelling				
4	Color Coat-Garage				
5	Exterior Paint-Dwelling	3,475.00	2,350.00	3,704.00	
6	Exterior Paint-Garage	2,450.00	1,400.00	2,338.00	
7	AC System	4,600.00	5,520.00	4,218.00	
8	Furnace	4,600.00	5,520.00	8,068.00	
9	Ductwork	3,100.00	3,300.00	3,306.00	
10	Re-Roof Dwelling	7,700.00	11,200.00	14,784.00	
11	Re-Roof Garage	4,400.00	5,500.00	6,272.00	
12	ACM Abatement	1,150.00	975.00	850.00	
13	LBP Abatement	3,520.00	7,300.00	3,864.00	
Total Bid Amount		36,595.00	45,115.00	49,450.00	-
Contingency		2,000.00	2,000.00	2,000.00	
Total Construction Amount		38,595.00	47,115.00	51,450.00	-
LBP ACM Abatement (City)		4,670.00	8,275.00	4,714.00	-
City Grant - 80% (max. \$21,600)		21,600.00	21,600.00	21,600.00	
City Loan (0%-Deferred, max. \$8,000)		8,000.00	8,000.00	8,000.00	-
Owner Cash Contribution		4,325.00	9,240.00	17,136.00	-
Total Construction Amount		38,595.00	47,115.00	51,450.00	-

APRIL 20, 2021

PROPOSED PARK SHELTERS/PICNIC AREA RENTAL PROCEDURES

MOTION IN ORDER:

RECEIVE AND FILE THE CHANGES TO THE PARK SHELTER AND PICNIC
AREA RENTAL PROCEDURES AND DEPOSIT AMOUNT.

MOTION:

MOVED BY: _____

SECONDED BY: _____

[] APPROVED

[] DENIED

ROLL CALL VOTE:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____



To: Honorable City Council
From: John Moreno, City Manager
By: David Johnson, Community Services & Recreation Director
Date: April 20, 2021

Subject: PROPOSED PARK SHELTER/PICNIC AREA RENTAL PROCEDURES

Background

For many years, Paramount Park along with our other park picnic locations have been a popular location for residents to gather and host a variety of celebrations, from birthday parties to baby showers. Shelter reservations for Paramount residents have always been very popular in our city as we offer many benefits such as a nominal deposit fee of \$50.00 per shelter/picnic site, \$10 shelter/picnic area use fee, barbeques, built-in shade structures (at Paramount Park), and the ability to attach a jumper reservation to the facility use. Due to the popularity of the shelters/picnic areas, we have made and are continuing to make improvements to the shelter spaces to include shelter improvements, replacement of the expanded metal picnic tables and trash cans with concrete tables and trash cans, and new park barbeques.

Current Shelter Issues

Our policy for park shelter/picnic area use allows residents to reserve a shelter/picnic area for their permitted use and for those shelters/picnic areas not reserved we apply a first-come, first-served policy. We have noticed over the past few years an increase in shelter/picnic area use inquiries from non-residents, which is allowed but not for permitted reservations or jumper use. We have noticed that some of these unpermitted shelter uses have engaged in behaviors that are in violation of park policies and have led to conflicts with law enforcement attempting to control parties that are in violation. There have been multiple unpermitted events such as car shows that have typically involved alcohol, illegal parking, loud music, and an excess of people in the defined shelter spaces. We are aware of instances where shelter/picnic area applicants have used false or non-residential addresses to gain a permit and then proceeded to engage in activities on the park that are in violation of park policies. As an example, in February 2020, a person claiming to be a resident came in to book a shelter and shared a bill with a Paramount address which turned out to be a Paramount business address. This particular user, who booked an event for October 11, 2020, was contacted prior to their event date regarding the event being cancelled due to COVID-19 restrictions. The applicant proceeded to hold the event regardless, conducted a car show fundraising event which was not the stated use on the application and it required Sheriff's Deputies to respond to control an event that was in extreme excess of what the permit allowed.

Stay-at-home orders and restrictions on gatherings have allowed our department the time to reassess the policies and procedures for our park shelter and picnic area rentals. The high volume of violations brings excess wear and tear on our shelters, including damage to the tables and gazebo structure as well as a sense of discomfort for general park users. Violations also include more people in the shelter area than allowed, which is currently limited to 25 persons maximum per shelter. Due to the abundance of people, rental areas are consistently being left dirty and trash overflows from the trash cans.

Staff evaluated how best to prevent violations, enforce adherence to rules and have the ability to penalize violators. Staff determined that five changes could assist in deterring violations:

1. New park codes
2. Revised in-depth shelter rental agreement
3. Revised shelter rental allocation plan
4. Zero tolerance registration policy
5. Evaluation of rental/deposit amount

Park Codes

The City of Paramount's park codes were updated in March 2020 and outlined unpermitted uses at each park and identified penalties for violations. These codes are in place to protect the park facilities as well as to maintain a safe environment for residents. These codes give Recreation staff, in conjunction with Public Safety staff and the Sheriff's Department, the ability to cite for park violations. In terms of re-occurring violations, the new codes prevent use of personal barbeques on City parks, limit the use of pop-ups for picnics, and require a special permit for any car show related activity.

Revised Agreement

In addition to the current application process, we have added the Park Shelter/Picnic Area Rental Policy and Procedures (see attached). This document will be included with every application. It will give residents better detail as to what is expected from them as well as what not to do the day of their celebration. Residents will be required to sign this form, as well as have a copy on hand the day of their event just as a reminder that they have agreed to adhere to all policies and procedures. Specifically, the Park Shelter/Picnic Area Policies and Procedures address:

- Residency requirements
- Allowed uses of the shelter – for family social functions only
- Limited to stated uses, locations, and times of the permit
- No alcoholic beverages with identified consequences
- Responsible party and consequences for violations
- Vehicle prohibitions

- Limitations on attachment materials and hanging items
- Audio levels
- Limitations on devices that produce or simulate fire
- No abusive or negative behavior
- Permit requirement for inflatables
- Trash pickup
- Termination time of shelter use and consequences

Shelter Allocation

Currently we have a total of eight shelters at Paramount Park. Each shelter can be rented separately or in a maximum of two shelters per use, which is typically how they are rented. Each shelter is limited to a maximum of 25 guests.

Current Shelter Allocations @ Paramount Park

Shelter Allocations	Number of Parties	Max # of Attendance
1 & 2	1	50
3 & 4	1	50
5 & 6	1	50
7 & 8	1	50
Totals	4	200

We are proposing a revised shelter allocation plan that creates larger pods of shelters that will be assigned to each applicant regardless of their potential use. Staff is recommending a revised total of 3 pods of rentable shelters with each pod consisting of one reservation at any given time with a maximum of 50 guests per pod. All reservations will have their allocated shelters with a larger space for their gathering but a stricter limit on attendance which will limit the total number of groups and total number of people allowed at the event. Increasing the number of shelters each reservation can use for each permitted use effectively reduces the number of possible unpermitted shelters available on any given weekend.

Recommended Shelter Allocations @ Paramount Park

Pods	Shelter Allocations	Number of Parties	Max # of Attendance
1	1, 2, 3, 4*	1	50
2	5, 6, 7	1	50
3	8a & 8b	1	50
	Totals	3	150

*Isolated shelter – Proposed re-imagined use of this shelter in FY 22 Budget

Zero Tolerance Registration

During the permit registration process, staff will be more focused on ensuring that applicants are residents and not misusing the process for non-residents. Two forms of identification will be required and limited to:

- California ID or DMV temporary ID card
- Current residential utility bill with Paramount address that matches identification card

Additionally, if at any time during the registration process, staff determines that a resident is reserving a shelter for a non-resident, we will deny the application immediately.

Rental/Deposit Amount

Staff has hired a consultant that is conducting a comprehensive fee analysis of all City fees. This analysis will include shelter use fees. Staff also conducted a survey to get an idea of what surrounding cities are currently charging for their park shelters and picnic areas. The table below identifies these fees and whether they offer shelter reservations for residents and non-residents.

City:	Resident / Non-Resident	Deposit Amount:	Shelter Fee:
Norwalk	Both	\$400	\$30/hour
Long Beach	Both	\$250	\$25/hour
South Gate	Resident only	\$150	\$70/day
Downey	Both	\$150	\$30/hour
Bellflower	Resident only	\$100	\$50/day
Artesia	Resident only	\$75	\$20/hour
Paramount	Resident only	\$50	\$10/day

The City fee analysis will be completed in a month and will be presented to the City Council as part of the Fiscal Year 2022 Budget review. However, unlike the shelter use fee, the shelter deposit is a refundable cost. The shelter deposit is retained only if the applicant has violated some aspect of the park shelter policies. We are increasing the deposit amount from \$50 to \$150 to assist us in minimizing the vandalism done to the shelters and increasing the cost associated with engaging in violations of shelter/picnic area use policies.

Conclusion

It is our goal that these changes to our park shelter/picnic area procedures, increase in the shelter deposit amount, and evaluation of fees will continue to make our park shelter/picnic areas available to our residents for permitted uses and reduce the number of unpermitted uses, uses by non-residents, and applications made under false pretenses.

These proposed changes to our park shelter/picnic area procedures and deposit amounts were reviewed by the Parks and Recreation Commission at its February 17, 2021 meeting. The Commission was in support of these changes.

RECOMMENDED ACTION

It is recommended that the City Council receive and file the changes to the park shelter/picnic area rental procedures and deposit amount.

City of Paramount - Community Services & Recreation Department
16400 Colorado Ave., Paramount, CA 90723
Hours: Monday – Friday; 8:00 a.m. – 5:00 p.m.

PARK FACILITY RENTAL POLICIES & PROCEDURES

Thank you for choosing to have your event at a City of Paramount park facility. In order to ensure an enjoyable and safe event, the following policies and procedures will be strictly enforced. The City of Paramount, Community Services & Recreation Department, reserves the right to change and/or cancel any reservation at any time resulting from a City event, program, and/or maintenance. The Paramount Municipal Park Codes governing the use of City Parks can be found in Chapter 9.32 of the Paramount Municipal Code. Reservations permits for City facilities are only issued on weekends and City recognized holidays. All general park rules shall apply to the use of the park facility.

GENERAL POLICIES & PROCEDURES

1. All park facility reservations must be made in person and are based on a first-come, first-served basis. A completed application for facility use must be submitted in person to the Community Services & Recreation Department and is not complete until a permit is issued. The application needs to be submitted at least one (1) week prior to the event, but no more than six (6) months prior. There is a \$10 non-refundable fee for picnic shelter reservations and a \$50 deposit that will not be refunded if the facility is left uncleansed and/or damaged. Both fees must be paid at the time the application is submitted.
2. You must be a Paramount resident to reserve a park facility. Proof of residency is required and must be presented at the time of reservation. Also required at the time of reservation is a current utility bill with a Paramount address and a matching driver's license or CA ID. No reservation can be made by a Paramount resident for a third party. Reservation applicant must be the same person that provides payment.
3. The use of City of Paramount park facilities are for family social functions only. The facilities are prohibited from being used for a non-family group, social club function, for a business or for any monetary gain except with a valid issued special event permit by the Community Services and Recreation Department.
4. The permit issued to the permittee is only for the uses and times specifically stated in the permit. Applicants must assume control of their reserved shelters, no later than 9:00 a.m. Reservations are limited to park hours that end 8:00 p.m. Any use not in compliance with the stated uses and times in the permit are expressly prohibited and subject the permittee to loss of the deposit, any park code violations penalties, and any associated costs related to the use of additional City staff and Sheriff's personnel.
5. No alcoholic beverages may be brought to or consumed at any picnic shelter or on any park facility (without prior permit approval). Failure to comply with this regulation will result in

immediate cancellation of the permitted use and expulsion from the park facility. No refund of any park facility deposit will be returned, any park code violation penalties, the permittee maybe subject to any associated costs related to the use of additional City staff and Sheriff's personnel. This will be strictly enforced by Community Services & Recreation Department staff and Sheriff's Department personnel.

6. The individual that obtained the permit for the facility use shall be solely responsible for guests in the event of any abuse, damage, or loss of City property and is subject to loss of deposits and any associated costs related to the use of additional City staff and Sheriff's personnel.
7. All motorized vehicles must remain in the posted parking lot areas. Vehicles are not allowed to drive onto the park to load or unload equipment.
8. No nails, staples, pins, tacks, wire, or duct tape may be used in the picnic shelters. Masking tape may be used and must be removed prior to permittee's departure.
9. No pinatas may be fastened to, tied, or otherwise hung through any means within any part of the picnic shelter.
10. All audio equipment must be kept to a level consistent with it not interfering with the audio equipment and conversation occurring in nearby picnic areas. Community Services & Recreation staff along with Sheriff's personnel reserve the right to assess the audio level and require adjustment of the audio level. Failure to abide by staff or Sheriff direction will result in loss of the permittee's picnic shelter deposit and any associated costs related to the use of additional City staff and Sheriff's personnel.
11. The use of devices that produce, ignite or simulate fire including candles, fog, smoke machines or personal barbecuing equipment are strictly prohibited on City parks and City facilities.
12. No fighting, profanity, abusive, destructive, or illegal behavior will be tolerated on public parks.
13. Inflatable jumpers or moon bounce equipment require a permit from the Community Services and Recreation Department. No jumper permits will be issued if all picnic shelters are reserved prior to a jumper permit request.
14. Permittee is responsible for complete cleanliness of the picnic shelter prior to departure. All trash must be in, or if full, next to trash receptacle in an enclosed trash bag.
15. Permittee shall vacate the picnic shelter by the ending time identified on the permit. Failure to comply will result in forfeiture of deposit and any associated costs related to the use of additional City staff and Sheriff's personnel.

Applicant's signature: _____

Date: _____

APRIL 20, 2021

APPROPRIATION OF ADDITIONAL FUNDS FOR COMMUNICATION
PROFESSIONAL SERVICES

MOTION IN ORDER:

APPROVE AN AMENDMENT TO THE CONTRACT WITH TRIPEPI SMITH
FOR A ONE-TIME APPROPRIATION INCREASE OF \$15,500 FOR
COMMUNICATION PROFESSIONAL SERVICES, FOR A TOTAL
CONTRACT AMOUNT NOT TO EXCEED \$55,000 FOR FISCAL YEAR 2021.

MOTION:

MOVED BY: _____

SECONDED BY: _____

[] APPROVED

[] DENIED

ROLL CALL VOTE:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____



To: Honorable City Council
From: John Moreno, City Manager
By: Andrew Vialpando, Assistant City Manager
Date: April 20, 2021

Subject: APPROPRIATION OF ADDITIONAL FUNDS FOR COMMUNICATION PROFESSIONAL SERVICES

Background

Since 2016, the firm Tripepi Smith has provided marketing and public affairs consulting services for the City of Paramount. The City initially contracted with Tripepi Smith to assist staff with strengthening its communications strategies and processes to effectively engage with residents and businesses. Tripepi Smith eventually produced a Communication Assessment Report still being applied by staff today. The Report examined the City's communication strategies, while recommending improvements on communication methodologies to enhance transparency among the community. Tripepi Smith also served as a key City partner in delivering communications and transparency support services during the air quality issue in 2016 resulting from detections of hexavalent chromium in the area.

As the City's communications consultant, Tripepi Smith meets with staff bi-weekly to provide support on a number of active initiatives. Some key projects Tripepi Smith has been involved in over the years include:

- Development of the City's environmental website ParamountEnvironmental.org. This included regular updates of the webpage with information on the City's PFAS quarterly water testing.
- Producing content and videos for the Paramount Education Partnership (PEP) Scholarship Program and Paramount Transit Program.
- Development of the Paramount Al Fresco campaign and marketing materials.
- Creation of the Fair Housing Association educational video for tenant rights.
- Development of the Explore Paramount website and marketing material at ExploreParamount.com

The City has averaged around \$36,600 per year over the past several years for services provided by Tripepi Smith. Under the City Manager's authority, the City's contract with

Tripepi Smith was renewed for two years at \$39,500 per Fiscal Year, with the option to renew for additional one-year terms thereafter. This agreement was executed in accordance with Chapter 3.12 of the Paramount Municipal Code (PMC) Policies and Procedures for Purchasing of Supplies and Equipment and for Procuring Professional Services.

Due to increased public outreach that was required for struggling business and residents in response to the COVID-19 pandemic, staff has had to utilize the expertise and services of Tripepi Smith more than anticipated this Fiscal Year. The City's Al Fresco, Explore Paramount, and Fair Housing (tenant protections) COVID-19 communications campaigns alone account for approximately \$22,700 in expenses.

The City has utilized the services of Tripepi Smith in an amount of \$39,727 so far in FY 21, and anticipates that additional as-needed services will be required. Pursuant to Section 3.12.080 of the PMC, City Council approval is required for all contracts for professional services when the cost of the services is over \$40,000. As result, a one-time appropriation increase of \$15,500 for communications professional services with Tripepi Smith is recommended, for a total amount not to exceed \$55,000 for 2021 Fiscal Year. This appropriation will be included in the final budget.

RECOMMENDED ACTION

It is recommended that the City Council approve an amendment to the contract with Tripepi Smith for a one-time appropriation increase of \$15,500 for communication professional services, for a total contract amount not to exceed \$55,000 for Fiscal Year 2021.

APRIL 20, 2021

AUTHORIZATION TO EXECUTE A MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF PARAMOUNT, THE CALIFORNIA URBAN FORESTS COUNCIL, AND WEST COAST ARBORISTS, INC., REGARDING THE CIRCLE 4 – AMPLIFY THE URBAN FOREST PROJECT

MOTION IN ORDER:

AUTHORIZE THE CITY TO ENTER INTO A MEMORANDUM OF UNDERSTANDING (MOU) WITH THE CALIFORNIA URBAN FORESTS COUNCIL AND WEST COAST ARBORISTS, INC. FOR THE CIRCLE 4 – AMPLIFY THE URBAN FOREST PROJECT AND DIRECT THE PUBLIC WORKS DIRECTOR TO EXECUTE THE MOU.

MOTION:

MOVED BY: _____

SECONDED BY: _____

[] APPROVED

[] DENIED

ROLL CALL VOTE:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____



To: Honorable City Council

From: John Moreno, City Manager

By: Adriana Figueroa, Public Works Director
Wendy Macias, Public Works Manager

Date: April 20, 2021

Subject: AUTHORIZATION TO EXECUTE A MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF PARAMOUNT, THE CALIFORNIA URBAN FORESTS COUNCIL, AND WEST COAST ARBORISTS, INC., REGARDING THE CIRCLE 4 – AMPLIFY THE URBAN FOREST PROJECT

The City of Paramount in its continued effort to grow and provide outreach on the benefits of its urban tree canopy will be embarking on a new project. The City will be partnering with the California Urban Forests Council (CaUFC), and West Coast Arborist, Inc., (WCA) on CIRCLE 4 - AMPLIFY the Urban Forest (CIRCLE 4) project to plant approximately 70-100 15 gallons trees throughout the City. The collaborative effort is a result of a grant from the CAL FIRE Urban Forest and Community Grant Program, through CaUFC's, "Invest From the Ground Up Campaign." The goal of this grant is to continue to expand tree coverage in urban environments.

The CIRCLE 4 tree planting project will incorporate data from the City's Arbor Access program which provides the GPS locations and tree species located within the City. With this information West Coast Arborists, who is the City's tree contractor for tree maintenance, will determine where there are open spaces and if those spaces meet the criteria for a new 15 gallon tree. The City will select the tree species to be planted from a predetermined list provided by WCA, that identifies underutilized, climate appropriate species that will coexist well with the City's existing tree inventory.

Once the new location for the trees is determined, the City, CaUFC and WCA, will host a tree planting event March 12, 2022 to coincide with the statewide effort to plant 2,000 trees in one day. The City, CaUFC, WCA, and a local community group will join efforts to engage and deliver an educational tree workshop and tree planting event to the community and other local interested volunteers. As part of the tree grant, the City will agree to incorporate all the new trees that are planted into its existing tree inventory on Arbor Access. This will include protection from vandalism and watering newly planted trees as soon as they are planted. Lastly, the City will promote tree planting and maintenance efforts through social media and by holding a tree planting community workshop weeks prior to the tree planting event.

RECOMMENDED ACTION

It is recommended that the City Council authorize the City to enter into a memorandum of understanding (MOU) with the California Urban Forests Council and West Coast Arborists, Inc., for the CIRCLE 4 – AMPLIFY the Urban Forest project and direct the Public Works Director to execute the MOU.

Memorandum of Understanding

The following Memorandum of Understanding ("MOU") is between the California Urban Forests Council ("CaUFC"), West Coast Arborists, Inc. ("WCA, Inc.") and the City of Paramount ("City"), regarding CIRCLE 4 – AMPLIFY the Urban Forest ("CIRCLE 4") project. For reference purposes, the CaUFC, WCA, Inc., and City shall be referred to individually as a "Party" and collectively as the "Parties." This MOU shall become effective on the last date signed by the Parties.

CIRCLE 4

The CIRCLE 4 project is an Invest From the Ground Up Campaign under the CaUFC. The CaUFC has partnered with WCA, Inc. and cities throughout California to improve the urban forests. CIRCLE 4 is funded through CAL FIRE's Urban Forest and Community Grant Program. CIRCLE 4 will plant trees and deliver a full program on urban forestry to the community.

Interested Parties

The CaUFC, CaUFC's partners, WCA, Inc., and the City agree to work cooperatively on the CIRCLE 4 project and the associated deliverables to honor the CaUFC contract agreement with the California Department of Forestry and Fire Protection (CAL FIRE). WCA, Inc. is contracted by CaUFC for completion of the CIRCLE 4 project and is responsible for program management and tree removal activities.

For purposes of this MOU, there are three major contributors to this process: Nancy Hughes representing CaUFC, David Pineda representing WCA, Inc., Adriana Figueroa, representing the City.

Duties and Responsibilities

CaUFC, the CaUFC's partners, WCA Inc., and the City pledge to work together in a spirit of cooperation to complete the work.

All Parties shall comply with all relevant laws and regulations regarding documentation, reporting, use, etc. of any state funds in accordance with applicable state law and furnish administrative assistance services including but not limited to:

1. Adherence to the approved scope of work, below, and set out in the assigned project.
2. Retention of all records for three (3) years after the end of the contract term. This requirement applies to fiscal records, reports, and partner information. If additional information is requested, the City agrees to make all records relating to the contract available upon request by CaUFC.

Decision Making

Decisions regarding implementation of the CIRCLE 4 project within the City of Paramount will be made by consensus of all Parties when there are proposed changes to the scope of work. Decision-making will be done jointly and in a spirit of cooperation. All decisions that are proposed and/or change the scope of work (verbal, written, or implied) must be agreed upon and authorized in writing by all Parties prior to commencing with the additional work. Otherwise, work can proceed as agreed upon for each party in the scope of work.

Termination

In no event will this MOU be terminated with less than 30 days written notice to the other parties. Any party may terminate this MOU at any time with cause, by giving the other parties thirty (30) days written notice to terminate. This MOU supersedes all previous agreements pertaining to the subject-matter of this MOU whether such previous agreement was written or oral.

Scope of Work

The scope of work describes the agreed upon project activities. The scope of work for the CIRCLE 4 project is set forth as follows:

- CaUFC will provide the City approximately 70-100 15-gallon trees which will include stock and labor to ensure proper installation by volunteers and WCA, Inc.
- The City will provide the GPS locations and tree species for all trees to be planted for this grant by January 1st, 2022. The City will provide support for DigAlert delineation.
- The City will select species from a predetermined list provided by WCA, Inc. The City agrees to incorporate underutilized, climate appropriate species.
- The City will aid the CaUFC and WCA, Inc. to host a tree planting event March 12, 2022 to coincide with the statewide effort to plant 2,000 trees in one day.
- CaUFC, WCA, Inc., the City, and a local community group will join efforts to engage and deliver an educational tree workshop and tree planting event to the community and other local interested volunteers.
- The City agrees to promote the tree workshop and tree planting event through existing City resources, including social media accounts.
- The City will provide event logistic support, including pre-digging holes, staging trees day of event, and water resources day of tree planting.
- The City agrees to provide tree care through incorporating new trees in management and maintenance plan activities, this includes protection from vandalism. This includes watering newly planted trees as soon as they are installed.
- The City will provide a facility suitable for a community workshop session regarding trees and urban forestry in the weeks prior to the tree planting event.
- The City is responsible for procuring a sign and installing the sign for the duration of the grant. A California Climate Investments and CAL FIRE approved template will be provided by WCA, Inc.
- WCA, Inc. will conduct post-plant monitoring to ensure the trees properly establish. This includes a structural prune one year after planting. The City is expected to respond to the recommendations made from the monitoring, in order to improve the tree's health.
- CaUFC will provide funding for a limited amount of tree replacements for dead trees. If mortality is greater than what can be replaced by CaUFC grant funds, the City shall replace the dead trees at their own expense within the grant period.
- The City will report trackable match time and hours to WCA, Inc. as necessary.

Timeline

The grant period is from August 2020 to March 2024. All parties agree that the CIRCLE 4 project will be completed by March 31, 2024, though periodic benchmarks may be set through the scope of work to support on-time project completion.

Relationship of Parties

Each Party acknowledges and agrees that it is an independent entity from, and not an employee or agent of, any other Party of this MOU.

Volunteer Indemnification

All volunteers shall sign the program's volunteer liability waiver prior to participating in any events associated with the Project.

Indemnification of Parties

To the full extent permitted by law, each party agrees to indemnify, defend and hold harmless each other's party, and their officers, employees and officials from and against any and all actions, (judicial, administrative, arbitration or regulatory) claims or demands, damages to persons or property, losses, costs, penalties, obligations, errors, omissions or liabilities, including attorney fees and costs incurred in defense thereof, that may be asserted or claimed by any person, firm or entity, arising out of or in connection with any negligent act or omission or willful misconduct during the course of its participation in the CIRCLE 4 Project.

Assumption of Risk

CaUFC and WCA, Inc. assumes no liability or responsibility for any personal property of the City or of their staff, volunteers, instructors, employees, contractors, consultants, guests, invitees, and agents brought to assist with the CIRCLE 4 project, during the term of this MOU. The City assumes no liability or responsibility for any personal property related to the CaUFC and WCA, Inc., or of their staff, volunteers, instructors, employees, contractors, consultants, guests, invitees, and agents brought to assist with the CIRCLE 4 project, during the term of this MOU. CaUFC certifies that it has reviewed and agreed to the terms of this MOU.

Insurance

Prior to undertaking performance of work under this MOU, WCA, Inc., shall maintain and shall require its subcontractors, if any, to obtain and maintain insurance as described below:

Evidence of workers' compensation insurance as required by law. WCA, Inc. shall always maintain, where required by law, workers' compensation insurance, and shall hold the City, and does hereby hold the City, free and harmless from all liability which may arise by reason of injury to any employee of the WCA, Inc. during performing any work or labor under this MOU.

Miscellaneous Terms

A. Severability. If any term or portion of this MOU is held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions of this MOU shall continue in full force and effect.

B. Governing Law; Venue. The laws of the State of California shall govern this MOU without regard to principles of conflicts of laws. Any action to enforce or interpret this MOU shall be filed in the respective county court office.

C. Integration; Amendments. This MOU represents the entire and integrated MOU between CaUFC, WCA, Inc. and the City with respect to the subject matter hereof, and supersedes all prior negotiations, representations, or agreements, either written or oral with respect thereto. This MOU may be modified or amended only by a subsequent written agreement signed by both Parties.

D. Attorneys' Fees. If a party to this MOU brings any action, including an action for declaratory relief, to enforce or interpret the provisions of this MOU, the prevailing party shall be entitled to reasonable attorneys' fees in addition to any other relief to which such party may be entitled.

E. Waiver. No waiver of any breach of any covenant or provision of this MOU shall be deemed a waiver of any other covenant or provision hereof, and no waiver shall be valid unless in writing and executed by the waiving party. An extension of time for performance of any obligation or act shall not be deemed an extension of the time for performance of any other obligation or act, and no extension shall be valid unless in writing and executed by the waiving party.

F. No Third-Party Beneficiaries. Nothing contained in this MOU is intended to or shall be deemed to confer upon any person, other than the Parties, any rights, or remedies hereunder.

G. Assignment. No assignment, subletting, or transfer in whole or in part of this MOU shall be made or shall be effective without the prior written consent of the CaUFC and WCA, Inc.

H. Non-Liability of Officials, Employees and Agents. No officer, official, employee or agent of CaUFC and WCA, Inc. shall be personally liable to the City in the event of any default or breach by CaUFC or WCA, Inc. or for any amount which may become due to the City pursuant to this MOU.

I. Authority. The undersigned expressly represents that he or she is authorized to execute this MOU on behalf of the City and that it meets each of the requirements set forth in the MOU, including but not limited to the insurance and workers compensation requirements.

We the undersigned agree to this Memorandum of Understanding.

Nancy Hughes	Adriana Figueroa	David Pineda
Executive Director	Public Works Director	Grant Supervisor
California Urban Forests Council	City of Paramount	West Coast Arborists
Date Executed:	April 20, 2021	Date Executed:

APRIL 20, 2021

AWARD OF CONTRACT

AWARD OF CONTRACT FOR THE REPLACEMENT OF AC UNITS AT
PROGRESS PARK PLAZA AND ASSOCIATED BUDGET ADJUSTMENT
(CITY PROJECT NO. 9178)

MOTION IN ORDER:

AWARD THE CONTRACT FOR THE REPLACEMENT OF AC UNITS AT
PROGRESS PARK PLAZA TO KLM HVAC & REFRIGERATION, LOS
ALAMITOS, CALIFORNIA, IN THE AMOUNT OF \$34,000; AUTHORIZE
THE MAYOR OR HER DESIGNEE TO EXECUTE THE AGREEMENT; AND
AUTHORIZE A BUDGET ADJUSTMENT IN THE AMOUNT OF \$34,000.

MOTION:

MOVED BY: _____

SECONDED BY: _____

[] APPROVED

[] DENIED

ROLL CALL VOTE:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____



To: Honorable City Council

From: John Moreno, City Manager

By: Adriana Figueroa, Public Works Director
Sarah Ho, Public Works Assistant Director

Date: April 20, 2021

**Subject: AWARD OF CONTRACT FOR THE REPLACEMENT OF AC UNITS AT
PROGRESS PARK PLAZA AND ASSOCIATED BUDGET ADJUSTMENT
(CITY PROJECT NO. 9178)**

During routine maintenance of the HVAC units at Progress Park Plaza, our contractors noticed there were some structural deficiencies with the 2 AC units that heat/cool the auditorium at Progress Park Plaza. Due to the damage, the units are not repairable and need to be replaced completely.

On April 1, 2021, the Director of Public Works opened and examined the bids for the replacement of two (2) AC units located at Progress Park Plaza, 15500 Downey Avenue. The bids were opened at 11:00 AM at the City Yard.

Two (2) bids were received and the apparent low bid submitted by KLM HVAC and Refrigeration, amounted to \$34,000. The high bid was in the amount of \$48,500. In order to appropriately allocate funds for this project, a budget adjustment in the amount of \$34,000 will be included in the Final CIP budget.

RECOMMENDED ACTION

It is recommended that the City Council award the contract for the replacement of AC units at Progress Park Plaza to KLM HVAC & Refrigeration, Los Alamitos, California, in the amount of \$34,000; authorize the Mayor or her designee to execute the agreement; and authorize a budget adjustment in the amount of \$34,000.

JOB NAME: AWARD OF CONTRACT FOR THE REPLACEMENT OF AC UNITS AT PROGRESS PARK PLAZA (CIP 9178)

BID DATE: Thursday, April 1, 2021

BID TIME: 11:00 AM

	<u>Company Name</u>	<u>Company Address</u>	<u>Bid Amount</u>
1.	KLM HVAC & Refrigeration	3848 Cerritos Avenue Los Alamitos, CA 90720	\$34,000.00
2.	California Air-Conditioning Services, Inc.	25217 Narbonne Street Lomita, CA 90717	\$48,500.00

APRIL 20, 2021

AWARD OF CONTRACT

AWARD OF CONTRACT FOR THE REPLACEMENT OF ELECTRICAL
VAULT AT SPANE PARK AND ASSOCIATED BUDGET ADJUSTMENT

MOTION IN ORDER:

AWARD THE CONTRACT FOR THE REPLACEMENT OF ELECTRICAL
VAULT AT SPANE PARK TO CALWEST LIGHTING SERVICES, INC.,
DOWNEY, CALIFORNIA, IN THE AMOUNT OF \$28,000; AUTHORIZE THE
MAYOR OR HER DESIGNEE TO EXECUTE THE AGREEMENT; AND
AUTHORIZE A BUDGET ADJUSTMENT IN THE AMOUNT OF \$8,000.

MOTION:

MOVED BY: _____

SECONDED BY: _____

[] APPROVED

[] DENIED

ROLL CALL VOTE:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____



To: Honorable City Council

From: John Moreno, City Manager

By: Adriana Figueroa, Public Works Director
Sarah Ho, Public Works Assistant Director

Date: April 20, 2021

Subject: AWARD OF CONTRACT FOR THE REPLACEMENT OF ELECTRICAL VAULT AT SPANE PARK AND ASSOCIATED BUDGET ADJUSTMENT

In January of 2021, staff was approached by Southern California Edison (SCE) alerting the City to the deteriorating condition of the electrical vault at Spane Park. SCE requested that the City replace the vault. While SCE owns the equipment inside the vault, the vault belongs to the City and we are responsible for its replacement.

On April 1, 2021, the Director of Public Works opened and examined the bids for the replacement of the electrical vault located at Spane Park, 14400 Gundry Avenue. The bids were opened at 11:00 AM at the City Yard.

Three (3) bids were received and the apparent low bid submitted by CalWest Lighting Services, Inc., amounted to \$28,000. The high bid was in the amount of \$63,864. The budgeted amount in the Fiscal Year 2021 Approved Budget for this project is \$20,000. We will need to include an additional \$8,000 in the Final budget for this project to ensure its completion.

RECOMMENDED ACTION

It is recommended that the City Council award the contract for the replacement of electrical vault at Spane Park to CalWest Lighting Services, Inc., Downey, California, in the amount of \$28,000; authorize the Mayor or her designee to execute the agreement; and authorize a budget adjustment in the amount of \$8,000.

JOB NAME: AWARD OF CONTRACT FOR THE REPLACEMENT OF ELECTRICAL VAULT AT SPANE PARK

BID DATE: Thursday, April 1, 2021

BID TIME: 11:00 AM

	<u>Company Name</u>	<u>Company Address</u>	<u>Bid Amount</u>
1.	CalWest Lighting Services, Inc.	11912 Woodruff Ave. Downey, CA 90241	\$28,000.00
2.	Boomer Construction	9849 Flower Street #F, Bellflower, CA 90706	\$37,375.00
3.	M.B. Herzog Electric, Inc.	15709 Illinois Ave. Paramount, CA 90723	\$63,864.00

APRIL 20, 2021

APPOINTMENT OF CITY COMMISSIONERS

MOTION IN ORDER:

APPROVE THE APPOINTMENTS TO THE PLANNING, PUBLIC WORKS,
PARKS AND RECREATION, PUBLIC SAFETY AND SENIOR SERVICES
COMMISSIONS AS PRESENTED.

MOTION:

MOVED BY: _____

SECONDED BY: _____

[] APPROVED

[] DENIED

ROLL CALL VOTE:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____



To: Honorable City Council
From: John Moreno, City Manager
By: Heidi Luce, City Clerk
Date: April 20, 2021

Subject: APPOINTMENT OF CITY COMMISSIONERS

Each year, the City Council reviews the City's Local Appointments List and makes appointments or reappointments as necessary. Attached is last year's **2020 Local Appointments List** which indicates, in the far right column, which terms are expiring. This year, there are two Planning Commissioner's terms that are expiring and all of the Public Works Commissioner's terms are expiring. The Parks and Recreation, Public Safety and Senior Services Commissioners all serve a one year term. Below is a description of each commission and the corresponding sections of the Paramount Municipal Code are attached for reference.

■ **Planning Commission**

The Planning Commission shall be appointed by the Mayor, with the approval of the City Council. This Commission is composed of five members who serve a term of four years. (Paramount Municipal Code Sections 2.12.010)

■ **Public Works Commission**

The Public Works Commission shall be appointed by the City Council. This Commission is composed of five members who serve a term of two years. (Paramount Municipal Code Sections 2.12.020)

■ **Parks and Recreation Commission**

The Parks and Recreation Commission shall be appointed by the Mayor, with the approval of the City Council. This Commission is composed of five members who serve a term of one year. (Paramount Municipal Code Sections 2.12.040)

■ **Public Safety Commission**

The Public Safety Commission shall be appointed by the Mayor, with the approval of the City Council. This Commission is composed of five members who serve a term of one year. (Paramount Municipal Code Sections 2.12.030)

■ **Senior Services Commission**

The Senior Services Commission shall be appointed by the Mayor, with the approval of the City Council. This Commission is composed of five members, 55 years of age or older, who serve a term of one year. (Paramount Municipal Code Sections 2.12.050)

RECOMMENDED ACTION

It is recommended that the Mayor, with the approval of the City Council, make appointments to the Planning, Public Works, Parks and Recreation, Public Safety, and Senior Services Commissions.

City of Paramount

2020 LOCAL APPOINTMENTS LIST (Updated 03-08-2021)



In compliance with the requirements of Government Code Section 54972 (Maddy Act), the following is a list of all appointive offices, terms, and qualifications for City of Paramount commissions. Commissioners are appointed by the Mayor, with the approval of the City Council, and serve at the will and pleasure of the City Council.

Qualifications: Resident of the City of Paramount and not an employee or related to a member of the City Council or their spouse as set forth in the Paramount Municipal Code, Section 2-59 (c). Planning Commissioners must be qualified electors of the City of Paramount and not hold any paid office or employment in the city government. Senior Services Commissioners minimum age for eligibility for appointment is 55 years of age.

Commission	Appt. Date	Term Exp.
PLANNING COMMISSION Term of Office: 4 years		
Jaime Abrego (BO).....	07/2018	04/2021
Luis Bautista (LG).....	04/2020	04/2021
Ernie Esparza (PL)	03/2003	04/2023
George Gutierrez (IA)	04/2020	04/2023
Gordon Weisenburger (VCS)	04/2020	04/2023
PUBLIC WORKS COMMISSION Term of Office: 2 years		
Alfredo Bañuelos (LG).....	04/2020	04/2021
Gina Garcia (VCS)	04/2020	04/2021
Alvin Parks (IA)	04/2020	04/2021
Rosemary Vasquez (PL).....	03/2007	04/2021
Tony Warfield (BO)	04/2020	04/2021
PARKS & RECREATION COMMISSION Term of Office: 1 year		
Alicia Anderson (IA).....	04/2020	04/2021
Ardivan Davari (LG).....	04/2020	04/2021
Charlene Landry (PL).....	06/2019	04/2021
Elizabeth Madrigal (BO).....	04/2020	04/2021
Alejandro Maldonado (VCS)	04/2020	04/2021
PUBLIC SAFETY COMMISSION Term of Office: 1 year		
Marcelina "Marcie" Bridges (PL)	07/2019	04/2021
Annette C. Delgadillo (VCS)	04/2020	04/2021
Russ Hanson (LG)	04/2020	04/2021
Rosemary Mendez (BO).....	04/2020	04/2021
Dora Sanchez (IA)	04/2020	04/2021
SENIOR SERVICES COMMISSION Term of Office: 1 year		
Virginia Chavez (LG).....	04/2017	04/2021
Margarita Osuna (VCS).....	04/2020	04/2021
Elsa Padilla (BO).....	04/2020	04/2021
Claudia Quinones (PL)	02/2015	04/2021
Patricia Winiecki (IA)	04/2020	04/2021

I, Heidi Luce, City Clerk of the City of Paramount, California, hereby certify that I caused this notice to be posted on the City of Paramount's website and designated public posting places this 8th day of March 2021.

/s/ Heidi Luce, City Clerk

[] CF 10.14 [] CF 27.LOC

H:\CITYMANAGER\REORG\MADDYACT-APPTLISTS\MADDYPOS2020-04-21-2020 REV TERMS 3-8-2021.DOCX;4/12/2021 3:00 PM

Chapter 2.12

COMMISSIONS

Sections:

- 2.12.010 Planning Commission.**
- 2.12.020 Public Works Commission.**
- 2.12.030 Public Safety Commission.**
- 2.12.040 Parks and Recreation Commission.**
- 2.12.050 Senior Services Commission.**

2.12.010 Planning Commission.

- A. Created. The City Council hereby creates a Planning Commission to be known as the City Planning Commission.
- B. Composition—Qualifications—Appointment and Term of Office of Members—Filling Vacancy in Office. The Planning Commission of the City shall consist of five members, who shall be qualified electors of the City, none of whom shall hold any paid office or employment in the City government. The five members of the City Planning Commission heretofore appointed to office shall continue to hold such office for the term heretofore created, subject to the terms and provisions of this section. Successors to such offices of the City Planning Commission shall serve for a term of four years and until their successors are appointed and qualified. If vacancies occur, otherwise than by expiration of term, they shall be filled by appointment for the unexpired portion of the term by the City Council. Members shall be appointed by the Mayor with the approval of the City Council.
- C. Removal of Members—Attendance at Meetings—Compensation of Members. Any member of the Planning Commission shall be subject to removal by motion of the City Council adopted by at least three affirmative votes. The office of any member of the Planning Commission shall be vacated if the member absents him or herself from three regular meetings of the Commission, unless by permission of the Commission, or if he or she is convicted of a crime involving moral turpitude or ceases to be an elector of the City. The members of the Planning Commission shall receive compensation on a monthly basis at a rate to be determined from time to time and set forth by resolution of the City Council.
- D. Powers and Duties Generally. It shall be the duty of the members of the Planning Commission to inform themselves on matters affecting the function, duties and matters before the Commission. The Planning Commission shall have all powers and duties given to them by general State statutes and this Code, and in its deliberations, conduct and acts, be governed by the statutes of the State and this Code in reference thereto. In addition to the aforementioned duties, the members of the Planning Commission shall also serve as the Development Review Board pursuant to Chapter 17.60 of the Paramount Municipal Code and, when necessary, shall also sit as the Economic Development Board to receive information regarding economic development activities in the City.
- E. Officers—Meetings—Rules and Regulations—Records. The Planning Commission shall elect its chairperson from among its appointed members for a term of one year, and shall likewise elect one of its members to serve as presiding officer pro tempore (vice-chairperson) at the pleasure of the Commission. The Planning Commission shall hold at least one meeting in each month in the City Council chambers which shall be open to the public, and may adjourn or readjourn any regular meeting to a date and hour certain which shall be specified in the order of adjournment. When so adjourned, such

adjourned meeting shall be a regular meeting for all purposes. If at any time any regular meeting falls on a holiday, such regular meeting shall be held in the next business day. The Planning Commission shall adopt rules and regulations for transaction of business and shall keep a record of its resolutions, transactions, findings and determinations, which records shall be a public record.

- F. **Applicability of State Law.** The City Planning Commission and the City Council shall be governed in all their actions, where not specifically covered by this section, by Sections 65000 to 65711 of the Government Code of the State. (Prior code §§ 2-48—2-53)

2.12.020 Public Works Commission.

- A. **Establishment.** The City Council does hereby establish a Public Works Commission which shall act as an advisory board, subject to City Council direction, for the development and operation of the City's Public Works Department.
- B. **Membership and Terms of Office.**
1. **Membership.** The Commission shall consist of five members who shall be appointed by the City Council of the City. All members of the Public Works Commission shall be residents of the City and shall serve at the will and pleasure of the City Council.
 2. **Terms of Office—Vacancy.**
 - a. Members to the Commission shall be appointed for a term of two years or until their successors are duly appointed. The Public Works Commission shall elect a chairperson and a vice chairperson from among its appointed members for a term of one year at its regular meeting in May of each year.
 - b. If a vacancy occurs otherwise than by expiration of a term it shall be filled by appointment for the unexpired portion of the term.
- C. **Duties and Functions.**
1. **Recommendation—Hearings.** The Public Works Commission shall be charged with the responsibility for making recommendations regarding matters affecting public works in the City, and such related matters that may be directed by order of the City Council, and in that connection shall hold monthly meetings to effect these purposes. Actions of this Commission shall take the form of recommendations and reports to the City Council.
 2. **Power and Authority.** The Public Works Commission shall cause proper records to be kept of all its official acts and proceedings. The Commission shall have no power or authority to bind or obligate the City or any officer or department thereof for any money, debt, undertaking or obligation of any kind in excess of the appropriation which the City Council may have made for the purpose of the Commission in any fiscal year.
 3. **Rules of Organization and Procedure.** The Commission is a reviewing and recommending body and shall have no power to direct members of the City staff or contract entities. Except as otherwise provided in this title or by law, the Commission shall have power to and shall provide for its own organization, shall adopt rules and regulations for the transaction of business before it, and shall designate the time and place for the regular monthly meeting or meetings of the Commission.

4. **Review Areas.** The Public Works Commission shall review, advise, and report to the City Council on topics related to the development and operation of a City Public Works Department including the operation of the City's water system, road maintenance issues, traffic safety requests for stop signs, street lighting, colored curbs, etc., and other related items which may from time to time be referred to them.
- D. **Compensation.** The members of the Public Works Commission shall receive compensation on a monthly basis at a rate to be determined from time to time and set forth by resolution of the City Council. (Prior code §§ 2-54—2-57)

2.12.030 Public Safety Commission.

- A. **Created and Established.** A Public Safety Commission which shall be known as the Public Safety Commission of the City is hereby created and established.
- B. **Membership.** The Commission shall consist of five members who shall be appointed by the Mayor with the approval of the City Council of the City. All members serve at the will and pleasure of the City Council.
- C. **Terms of Office—Vacancy.**
 1. Members to the Commission shall be appointed for terms of one year or until their successors are appointed.
 2. If a vacancy occurs otherwise than by expiration of a term, it shall be filled by appointment for the unexpired portion of the term.
- D. **Recommendation—Hearings.** The Public Safety Commission shall be charged with the responsibility for making recommendations regarding matters affecting police services and programs in the City, and such related matters that may be directed by order of the City Council, and in that connection shall hold monthly meetings to effect these purposes. Actions of this Commission shall take the form of recommendations and reports to the City Council.
- E. **Power and Authority.** The Public Safety Commission shall cause proper records to be kept of all its official acts and proceedings. The Commission shall have no power or authority to bind or obligate the City or any officer or department thereof for any money, debt, undertaking or obligation of any kind in excess of the appropriation which the City Council may have made for the purpose of the Commission in any fiscal year.
- F. **Rules of Organization and Procedure.** The Commission is a reviewing and recommending body and shall have no power to direct members of the City staff or contract entities. Except as otherwise provided in this chapter or by law, the Commission shall have power to and shall provide for its own organization, shall adopt rules and regulations for the transaction of business before it, and shall designate the time and place for the regular monthly meeting or meetings of the Commission.
- G. **Duties and Functions.** The Commission may review topics such as police service request for patrol services, neighborhood watch issues, public safety training in the schools as conducted by the City, drug education as conducted by the City, and other related items which may from time to time be referred to them. Also, the members of the Public Safety Commission shall convene as the Board of Appeals, pursuant to Paramount Municipal Code Section 13.20.540, when an appeal has been filed with the City pursuant to that section.

- H. Compensation. The members of the Public Safety Commission shall receive compensation on a monthly basis at a rate to be determined from time to time and set forth by resolution of the City Council. (Prior code §§ 2-80—2-87)

2.12.040 Parks and Recreation Commission.

- A. Created. A Parks and Recreation Commission is hereby created and established.
- B. Membership. The Commission shall consist of five members who shall be appointed by the Mayor with the approval of the City Council of the City. All members serve at the will and pleasure of the City Council. Members to the Commission shall be appointed for terms of one year or until their successors are appointed. If a vacancy occurs otherwise then by expiration of a term, it shall be filled by appointment for the unexpired portion of the term.
- C. Duties and Functions. The Commission shall act in an advisory capacity to the City Council in matters pertaining to parks, recreation facilities, and local transportation; review community organization funding requests which are included in the annual budget; consider uses of recreational facilities; evaluate recreation programs to promote the development of open space for recreational and leisure activities; encourage the development of leisure opportunities for residents of all ages; and promote positive lifestyle choices and alternatives to self-destructive behavior.
- D. Power and Authority. The Parks and Recreation Commission shall cause proper records to be kept of all its official acts and proceedings. The Commission shall have no power or authority to bind or obligate the City or any officer or department thereof, for any money, debt, undertaking or obligation of any kind in excess of the appropriation which the City Council may have made for the purpose of the Commission in any fiscal year.
- E. Rules of Organization and Procedure. The Commission is a reviewing and recommending body and shall have no power to direct members of the City staff or contract entities, except as otherwise provided in this chapter or by law the Commission shall have power to and shall provide for its own organization, shall adopt rules and regulations for the transaction of business before it, and shall designate the time and place for the regular monthly meeting or meetings of the Commission.
- F. Compensation. The members of the Parks and Recreation Commission shall receive compensation on a monthly basis at a rate to be determined from time to time and set forth by resolution of the City Council. (Prior code §§ 2-88—2-93)

2.12.050 Senior Services Commission.

- A. Created and Established. A Senior Services Commission which shall be known as the Senior Services Commission of the City is hereby created and established.
- B. Membership. The Commission shall consist of five members who shall be appointed by the Mayor with the approval of the City Council of the City. All members serve at the will and pleasure of the City Council. The minimum age for eligibility for appointment is 55 years of age.
- C. Terms of Office—Vacancy.
 - 1. Members to the Commission shall be appointed for terms of one year or until their successors are appointed.
 - 2. If a vacancy occurs otherwise than by expiration of a term, it shall be filled by appointment for the unexpired portion of the term.

- D. **Recommendation—Hearings.** The Senior Services Commission shall be charged with the responsibility for making recommendations regarding matters affecting senior services in the City, and such related matters that may be directed by order of the City Council, and in that connection shall hold monthly meetings to effect these purposes. Actions of this Commission shall take the form of recommendations and reports to the City Council.
- E. **Power and Authority.** The Senior Services Commission shall cause proper records to be kept of all its official acts and proceedings. The Commission shall have no power or authority to bind or obligate the City or any officer or department thereof for any money, debt, undertaking or obligation of any kind in excess of the appropriation which the City Council may have made for the purpose of the Commission in any fiscal year.
- F. **Rules of Organization and Procedure.** The Commission is a reviewing and recommending body and shall have no power to direct members of the City staff or contract entities. Except as otherwise provided in this chapter or by law, the Commission shall have power to and shall provide for its own organization, shall adopt rules and regulations for the transaction of business before it, and shall designate the time and place for the regular monthly meeting or meetings of the Commission.
- G. **Review Areas.** The Commission may review topics such as the senior meal program; senior excursions; senior activities including instructional classes, bingo, and special events; and other related items which may from time to time be referred to them.
- H. **Compensation.** The regular members of the Senior Services Commission shall receive compensation of \$100.00 per meeting. (Prior code §§ 2-94—2-101)

APRIL 20, 2021

MAYOR'S APPOINTMENTS

MOTION IN ORDER:

CONFIRM THE MAYOR'S APPOINTMENTS AS PRESENTED.

MOTION:

MOVED BY: _____

SECONDED BY: _____

☐ APPROVED

☐ DENIED

ROLL CALL VOTE:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____



To: Honorable City Council
From: John Moreno, City Manager
By: Heidi Luce, City Clerk
Date: April 20, 2021

Subject: MAYOR'S APPOINTMENTS

Attached is the current list of Mayor's appointments as amended in January 2021 to include the appointment of Councilmember Aguayo to Greater Los Angeles County Vector Control.

It is recommended that the Mayor make new appointments, or confirm the existing appointments. Additionally, it is recommended that the Mayor appoint two councilmembers to serve on the newly created Homelessness Ad Hoc Committee. Upon confirmation of the appointments to this committee, it will be added to the list of Mayor's Appointments.

RECOMMENDED ACTION

It is recommended that the City Council confirm the Mayor's appointments.

MAYOR'S APPOINTMENTS: *January 2021*

Agency	Rep. & Alt. Rep.	Meetings
California Contract Cities Association	Rep: Olmos Alt: Aguayo	Board of Directors 3rd Wednesday, 6:00 – 8:00 p.m.
California Joint Powers Insurance Authority	Rep: Cuellar Stallings Alt: Aguayo Alt: Vialpando	Board of Directors - July Meeting (annual) Dinner @ 5:30 p.m., Meeting @ 7:00 p.m. (Staff: Vialpando)
Clean Power Alliance (Form 700 + Ethics)	Rep: Cuellar Stallings Alt: Aguayo Alt: Figueroa	1st Thursday @ 2:00 p.m. (Staff: Figueroa)
County Sanitation Districts of L.A. County Districts 1 & 2 (Form 700 + Ethics)	Rep: Lemons (Mayor) Alt: Olmos	2nd Wednesday @ 1:30 p.m. (Dist. 1 & 2) 4th Wednesday @ 1:30 p.m. (Dist. 2)
Eco-Rapid Transit (Form 700)	Rep: Guillen Alt: Cuellar Stallings	2nd Wednesday of each month Dinner @ 6:00 p.m., Meeting @ 6:30 p.m.
Gateway Cities COG Board of Directors (Form 700)	Rep: Cuellar Stallings Alt: Aguayo	1st Wednesday Dinner @ 5:30 p.m., Meeting @ 6:00 p.m.
Gateway Cities COG SR-91/I-605/I-405 Corridor Cities Committee	Rep: Guillen Alt: Cuellar Stallings	4th Wednesday @ 6:00 p.m. (Staff: Figueroa/Pagett)
Greater Los Angeles County Vector Control (Form 700 + Ethics + Harass)	Rep: Aguayo 2-Yr. Term, Exp. 12/2022 (Appt. made 11/2020)	2nd Thursday @ 7:00 p.m.
League of California Cities (Los Angeles County)	Rep: Olmos Alt: Aguayo	General Membership Meeting (Jan., Mar., June, Aug., Oct.)
L.A. County City Selection Committee	Rep: Lemons (Mayor)	Meets on an as-needed basis
Paramount Unified School District Liaisons (PUSD & City Ad Hoc Committee)	Rep: Cuellar Stallings Rep: Olmos	1st Thursday @ 4:00 p.m.
Sister City Committee	Rep: Aguayo	Annually in Jan. & Aug.
Southeast Area Animal Control Authority (SEAACA) (Form 700 + Harass)	Rep: Lemons Alt: Cuellar Stallings	3rd Thursday @ 2:00 p.m.
Southeast Los Angeles County Workforce Development Board (SELACO) Policy Board (Form 700)	Rep: Lemons Alt: Olmos	3rd Tuesday @ 12:00 p.m. (Bi-monthly) (Feb., April, June, Aug., Oct., Dec.) (Staff: Johnson)
Southeast Water Coalition (Form 700 + Ethics + Harass)	Rep: Aguayo Alt: Cuellar Stallings	1st Thursday (Bi-monthly) (Feb., April, June, Aug., Oct., Dec.) Dinner @ 6:00 p.m., Meeting @ 6:30 p.m. (Staff: Figueroa)
So. Calif. Assoc. of Governments (SCAG) General Assembly (Form 700)	Rep: Aguayo Alt: Cuellar Stallings	Annually in April <u>OR</u> May